



TAUNTON MUNICIPAL AIRPORT COMMISSION

MINUTES OF MEETING

November 25, 2015

Commissioners: Fred Terra, Chairman
Bob Adams Vice-Chairman
William Manganielo
Jim Madigan
Burton Schriber
Charles Malo
Jan Boboruzian

Airport Manager: Dan Raposa
Treasurer: Joe Lawlor
Recording Secretary: Ted Porada
Airport Ground Services Ted Porada
Airport Solutions Group Bob Mallard

Others in Attendance: Dr. Bruzzi, Mike Bruzzi, Jerry Field, Charlie Pickett, Steve Proffetty, Mike Dupont, Doel Torres, Gene Ribeiro, Alex Dupont, Donny Almeida, Doug Cooper, Karl Abers, Amelia Dupont, Melinda Payne-Dupont, Lisa Connell, Juanita Gallagher, Ken Gibson and Damon Solomon.

Meeting called to order at 7:00 p.m. by Commission Chairman Fred Terra.

Engineers Report

Bob Mallard with Airport Solutions Group. The master plan itself is essentially done. The only outstanding item is to complete the SOPPs. Construction of Taxiway Bravo hasn't had a lot of movement on the project. We are waiting for MASS-DOT's consultant on the master control for the pedestrian gate to get back to us. The only other two items are associated with the "not authorized at night", we were just informed that the airport did remove all the obstructions listed by the FAA at the runway 30 end and we are currently working with the FAA to try to get the database updated appropriately so that they can be removed.

FRED: When you get an update on that Bob, please give us a call and let us know. Any questions of the engineer? None?, Ok, thanks a lot Bob. Tell Jim even though you are here, we miss him.

Secretary's Report

Secretary's report of the minutes of October 28, 2015 as presented. Jim Madigan makes motion to accept. Jan Boboruzian seconds.

FRED: Any discussion? All in favor? Unanimous. So voted.

Treasurer's Report

Joe Lawlor: Monthly reports on the income for the month of November. We have received \$18,278.71, as for expenses for the month of November is \$13,663.14, so we have a positive cash flow of \$4,615.07. Our two accounts as of the end of November, for the "25 or the general ledger account" we have a balance of \$118,579.73 and the balance on our grant accounts is \$268.05.

FRED: Bob Adams makes a motion to accept. Seconded by Jim Madigan. All in favor? Unanimous. So voted.

Airport Managers Report-Dan Raposa

Fuel survey taken over the weekend. It ranges from \$5.65 to \$5.80.

Current fuel price is \$4.90 Cash, \$5.05 for credit cards, house accounts and checks.

Airside inspections. All of the lights have been staked so that they are visible for us while we are working snow. A new plow blade was purchased for the International truck because the cutting edge was worn down to board after 4-5 years. We have a new carbon-tech blade for the Ford pick-up on order.

USDA Wildlife program update. We had another taking of wildlife here in October. Four deer were taken by USDA. This was the third hunt. The first time they took 5 deer. A coyote was taken the second time. The deer used the four foot fence on the King property on Middleboro Avenue to get off the Airport.

FRED: Does the commission have any questions of the manager? None

Old Business:

SOPPs. - Last month the commission was presented with the SOPPs by Airport Solutions Group. We published them so we could get input and there were some legitimate concerns. I would recommend that we accept these SOPPs and set a subcommittee to address the concerns that were made and make a recommendation back to the commission once that committee has finalized it.

FRED: Once the recommendations are approved we will send the SOPPs up to Mass-DOT for their approval. I recommend Jan to chair that committee with Bob and Bill as committee members with Joe and Dan to serve in advisory positions.

JAN: I make a motion to accept them but to have a committee to review them before they go up to Mass-DOT.

FRED: Do I have a second on that?

BOB: Second

FRED: Now Discussion

There was a lot of discussion among the commissioners over the SOPPs

FRED: We can accept it tonight with the stipulation that any recommendations that come back from the sub-committee will be reviewed and we may make any desired changes.

FRED: All in favor? Yes: Bob, Burt, Jim and Jan

No: Bill and Charlie

It carries (4-2)

Any other old business

New Business

We are going to set the rates for next year.

Joe: The expenses from 2013-2015 stayed roughly the same. My recommendations for fee structure change is only to the lease agreements or leases and only to the point that it keeps pace with inflation. So I am making a recommendation for 1% or under, for the leases for building leases. I am recommending that we go up one half (1½)% from \$8.85 to \$8.90 per square foot and under property lease increasing from \$.20 1½ per square foot to \$.21 per square foot. The rest of the fees I am recommending we stay the same. There is no need for an increase because our expenditures are ok and our profit margins are ok.

FRED: Do I hear a motion on Joe's Report?

Burt: Make a motion to increase the rates.

FRED: as Joe recommends?

Burt: as Joe recommends, yes.

FRED: Do I hear a second

Jim: I will second it

FRED: Any more discussion on it? All in favor? Yes: Burt, Jim, Jan, Bob
Opposed No: Bill and Charlie

FRED: Any other new Business?

PUBLIC INPUT

OK, we will have public input, and just a reminder to everybody to keep it civil.

Bill: I have a question or maybe it's under new business or maybe it is under public input. When is the manager's contract set to expire, in April?

FRED: Correct

Bill. We planning to put out a request for proposals?

FRED: More than likely. Yes

There was much discussion on the SOPPs with various speakers from the audience and the Commission. Doug Cooper and Juanita Gallagher spoke in opposition as did Commissioner Manganiello and Commissioner Malo.

Loud Clapping and disruptive noise from the crowd:

FRED: No clapping. It's not going to be finally accepted until we get approval from Mass-DOT. Like we said we are accepting the document tonight but we are still going to be working on the SOPPs until we get the final approval from Mass-DOT.

Juanita: Did the Taunton Pilots Association get back with input to the airport staff?

FRED: They did. We got input from them.

Juanita: OK

FRED: We did get input from them.

Juanita: Thank you

FRED: Go ahead Charlie

Charlie: I wanted to re-enforce that I think we should have some folks from the community on this to get their input

FRED: This an TMAC decision and will be reviewed and voted on by the Commission:

Crowd starts to clap loudly with hooting and becomes disorderly and disruptive . . .

Jan: Motion to adjourn

FRED: Do I have a second?

BOB: Second

FRED: All in favor? Yes: Jan, Burt,Bob, Jim No: Bill and Charlie

Next meeting December 30, 2015 at 7:00 p.m. in the Leonard F. Rose SRE Building.

Individuals with disabilities, who require assistance or special arrangements to attend, please contact the Airport Manager at 508-821-2973. We request that you provide a 48 hour notice so that the proper arrangements may be made.

MEMORANDUM

TO: Daniel J. Raposa, Airport Manager	FROM: Bob Mallard
LOCATION: Taunton, MA	LOCATION: Woburn, MA
SUBJECT: Monthly Status Report – Misc. Projects	DATE: November 25, 2015

This memo describes the current status of miscellaneous engineering and planning projects at the Taunton Municipal Airport as of the date indicated above.

AIRPORT MASTER PLAN UPDATE (AMPU) – FY2013 AIP PROJECT [REPLACES PHASE 2 LAND/EASEMENT PROJ]

- The TAN AMPU document, the signed TAN Airport Layout Plan (ALP), and the TAN Airport Security Plan document were all previously delivered.
- A DRAFT updated Standard Operating Policies & Procedures (SOPP) manual was previously produced and distributed to the TMAC for review. Airport Management is currently assessing comments received.
- TMAC has indicated creation of a sub-committee to review comments received, and to finalize the SOPP.

CONSTRUCT TAXIWAY B – FY2013 AIP PROJECT

- Taxiway construction and wetland mitigation is complete.
- A 2nd / startup preconstruction meeting occurred at TAN on October 29, 2015 with anticipated construction (including installation of a slide gate and pedestrian gate with access controls, and road paving) starting the week of November 2, 2015. Anticipated eight (8) work days to complete.
- ASG is waiting to hear back from MassDOT regarding access control associated with the pedestrian gate.
- ASG provided plans to the contractor showing relocated pedestrian gate and other associated modifications.
- Despite many inquiries, the contractor has not provided a remobilization date.
- Continued with project management & contract administration.

MISCELLANEOUS ITEMS

- “NA at Night” status – ASG continued to coordinate with FAA Flight Procedures and FAA Airports Division regarding the status of removing the “NA at night status”. FAA has effectively rejected the Airport’s case to remove the listed obstruction at the Runway 30 end from their database. Therefore, the Airport must remove the obstruction in order for it to recover its night minimums.
- Taunton removed all the listed obstructions at the Runway 30. ASG is coordinating with FAA about reactivating night-time procedures.
- ASG is also assisting TAN with the removal of invalid obstruction data associated with Runway 12.
- Attended / participated in Airport Commission meeting.
- Provided miscellaneous assistance to the Airport.